

Northeast Educational Services Cooperative  
Board of Directors Meeting  
Monday, October 17, 2022

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, October 17, 2022 via Zoom or at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:00 P.M. and adjourned at 7:24 P.M.

**Members present:**

Jolene King, Arlington; Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Chris Verhoek, Estelline; Tara Abraham, Hamlin; Paula Blue, Henry; Megan Eichler, Lake Preston; Carrie Schiernbeck, Oldham/Ramona; Jessica Anderson, Rutland; Jayme Trygstad, Sioux Valley; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore;

**Absent:**

Jon Kahnke, Florence; Greg Bich, Iroquois; Lana Sand, Rosholt; Art Berger, Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

**Others Attending:**

NESC Staff Representatives: Shelly Skogstad – entered at 7:05 P.M.

Member District Superintendents: Todd Obele, Henry; Mitch Reed, Florence – entered at 7:03 P.M.

NESC Administration: Andrea Powell, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

**Call to Order**

President Schuurman called the meeting to order at 7:00 P.M.

**Introduction of Guests**

Todd Obele was introduced as a guest.

**Public Comment**

No public comments were presented.

**Agenda Review, Changes, and Approval**

*Action #23-18* Motion by J. King, second by M. McIntire, to approve the agenda as presented. All present voted, motion carried.

**Conflicts of Interest**

No conflicts of interest were presented.

### Financial Report

**Action #23-19** Motion by C. Verhoek, second by L. Crooks, to approve the financial report for the period ending September 30, 2022. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
<b>September 1, 2022</b>	<b>\$124,139.94</b>	<b>\$868,684.81</b>	<b>\$8,824.56</b>
<u>Receipts:</u>			
Local Sources	\$1,152.01	\$126,041.56	\$2,777.21
State Sources		\$4,553.98	
Federal Sources			
Other	\$9,134.86	\$261,683.00	
<u>Total Monthly Receipts</u>	<u>\$10,286.87</u>	<u>\$392,278.54</u>	<u>\$2,777.21</u>
Total Gross Receipts	\$134,426.81	\$1,260,963.35	\$11,601.77
Manual Journal Entries			
Less Salaries	\$7,061.86	\$343,071.67	
Less Disbursements	\$13,518.80	\$18,501.23	\$908.34
<u>Total Salaries &amp; Disbursements</u>	<u>\$20,580.66</u>	<u>\$361,572.90</u>	<u>\$908.34</u>
<b>Ending Cash Balance September 30, 2022</b>	<b>\$113,846.15</b>	<b>\$899,390.45</b>	<b>\$10,693.43</b>

### Consent Agenda

**Action #23-20** Motion by M. McIntire, second by A. Nielsen to approve the following items on the Consent Agenda: 7a) Approval of September 19, 2022 Board of Directors meeting minutes; 7b) Approval of payment of October 2022 budget claims; 7c) Approval of contracts: Aleah Hymans, \$15.85/hr – Paraprofessional Castlewood Center Base. All present voting in favor, motion carried.

### October 2022 Accounts Payable

**General Fund:** AAA PURE WATER WATER FILTER 26.10; BASS SANITATION INC. JULY - SEPT GARB 13.64; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 274.25; BERNIE'S BODY & GLASS SHOP FLEET MAINT 100.00; BRIAN'S GLASS AND DOOR, INC FLEET MAINT 475.00; CENEX FLEETCARD FLEET GASOLINE 7,613.26; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 10.76; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON ELA CONF 13.50; DAKOTA DATA SHRED PROF/SHRED DOC 13.75; DOESCHER, BOBBI BACKGROUND CHECK 4.79; DUST TEX SERVICE, INC. SEPT RUG RENT 5.40; ELO PROF. LLC FY22 AUDIT 393.75; EMC INSURANCE FY23 ADD VEH COV 558.00; HAMLIN COUNTY FARMERS COOP FLEET MAINT 1,303.96; HEALTH EQUITY HSA/FLEX 5.87; JEFF'S VACUUM CENTER VACUUM REPAIR 5.06; JURGENS OIL FLEET MAINT 16.99; MENZEL, MEGEN BACKGROUND CHECK 4.79; NESC IMPREST 6.75; NESC PAYROLL OCT 22 6,841.38; NESC SPECIAL REVENUE PROJECTS FY23 1<sup>st</sup> QTR EX MI 1,740.59; OTTERTAIL POWER CO. ELEC 25.25; PROUSE, MORGAN BACKGROUND CHECK 4.79; ROB'S AUTO REPAIR FLEET MAINT 1,491.67; STORMO, TIFFANY TRAVEL REIMB 3.06; TWIN VALLEY TIRE, INC - WEBSTER FLEET MAINT 47.83; W.W. TIRE SERVICE FLEET MAINT 84.50; WATERTOWN PUBLIC OPINION MINUTES 24.99

**Fund Total: \$21,109.68**

**Special Education Fund:** AAA PURE WATER WATER FILTER 263.90; BASS SANITATION INC. JULY - SEPT GARBAGE 137.86; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 10,895.85; CASTLEWOOD SCHOOL DISTRICT SEPT CB USE FEE 974.15; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 108.81; CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON ELA CONF 136.50; DAKOTA DATA SHRED PROF/SHRED DOC 139.05; DOESCHER, BOBBI BACKGROUND CHECK

48.46; DUST TEX SERVICE, INC. SEPT RUG RENTAL 54.59; ELO PROF. LLC FY22 AUDIT 3,981.25; EMC INSURANCE FY23 ADD VEH COV 5,642.00; HAMLIN SCHOOL DISTRICT SEPT CB USE FEE 1,709.85; HEALTH EQUITY HSA/FLEX 59.38; JEFF'S VACUUM CENTER VACUUM REPAIR 51.14; LAKE PRESTON SCHOOL DISTRICT SEPT CB USE FEE 369.70; MENZEL, MEGEN BACKGROUND CHECK 48.46; PARENT SEPT MI REIMB 113.76; NESC IMPREST 68.25; NESC PAYROLL OCT 22 338,115.68; NESC SPECIAL REVENUE PROJECTS FY23 1<sup>st</sup> QTR EX MI 56,126.15; OTTERTAIL POWER CO. ELEC 255.34 PROUSE, MORGAN BACKGROUND CHECK 48.46; STORMO, TIFFANY TRAVEL REIMB 30.94; WATERTOWN PUBLIC OPINION MINUTES 252.69; WEBSTER SCHOOL DISTRICT SEPT CB USE FEE 739.40

**Fund Total: \$420,458.98**

### **Discussion Items**

#### **Assistant Director's Report**

Assistant Director Frewing gave his report.

#### **Director's Report**

Director Powell gave her monthly report.

#### **Surplus Vehicles**

Information was presented about the surplus vehicles.

### **Action Items**

#### **Approval to Declare Vehicles as Surplus**

**Action #23-21** Motion by A. Schuller, second by T. Abraham to approve declaring four vehicles as surplus property to be sold by sealed bids. The three appointed appraisers are L. Crooks, C. Verhoek and M. McIntire. All present voting in favor, motion carried.

Fixed Asset No. 0333	2008 Chevy Impala (Gold)	Serial#: 2G1WB58K981276449
Fixed Asset No. 0344	2011 Chevy Impala (Blue)	Serial#: 2G1WF5EK4B1239759
Fixed Asset No. 0350	2011 Chevy Malibu (Silver)	Serial#: 1G1ZA5EU4BF349183
Fixed Asset No. 0351	2011 Chevy Impala (White)	Serial#: 2G1WF5EK1B1265946

#### **Approval of Center Base rates**

**Action #23-22** Motion by P. Thyen, second by M. McIntire to approve 2022-2023 Center Base tuition rates as presented. All present voting in favor, motion carried.

Base Rate	\$38,349.23
First Placement	\$47,361.30
Second Placement	\$37,501.71
Third Placement	\$31,043.70

#### **Approval of Wilmot BCBA Services**

**Action #23-23** Motion by M. McIntire, second by C. Verhoek to approve Wilmot buying BCBA days through NESC - \$648.02/day, \$324.01/half day. All present voting in favor, motion carried.

### **Executive Session**

*No executive session was held.*

**Adjournment**

*Action #23-25* With there being no further business, motion by C. Verhoek, second by A. Nielsen, to adjourn. All present voted, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, November 21, 2022 at 7:00 P.M.

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**Arend Schuurman, President**

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**Tiffany Stormo, Business Manager**